

State Data Center (SDC) Steering Committee

October 5, 2011
1500 Jefferson Street
Olympia, Washington

Welcome/Introductions

Christy Ridout, Co-Chair, Consolidated Technology Services (CTS), welcomed the participants to the SDC Steering Committee meeting and provided an overview of the agenda.

Rob St. John, Department of Social and Health Services (DSHS), and former Co-Chair of the Committee, has been appointed Acting Chief Information Officer (CIO) for the Office of CIO. Christy welcomed Susan Langen, Acting DSHS CIO.

The attendees included: Mike Ricchio (CTS), Ron Seymour (DFI), Mike McVicker (ESD), Grant Rodeheaver (WSDOT), Bob Lanouette (LNI), Marcus Bailey (DOL), Cathy Munson (LSC), Jill Satran (OCIO), Doug Hoffer (DOC), Frank Westrum (DOH), Sue Langen (DSHS), Debbie Stewart (ECY) and Dan Mercer (CTS).

Purpose Document Discussion

Christy Ridout, CTS, provided an overview of how the Purpose Document was created.

The workgroup consisted of Frank Westrum (DOH), Rob St. John (DSHS), Rich Campbell (HCA), and Dan Mercer (CTS). The document represents principles and rules of engagement. The concept of the SDC Committee has a broader scope than the State Data Center and includes Consolidated Technology Services (CTS) and who CTS needs to be going forward. The Committee liked the document and offered wording changes. The changes will be incorporated and an updated version will be sent to the Committee.

The “minority opinion process” will be incorporated into the document and be on the agenda at the next meeting.

The CTS’ Communication Officer will assist in developing a communication strategy plan with regards to publishing and posting the notes and action items from the meeting. The SDC Steering Committee update will continue to be provided at the Customer Advisory Group.

Adopt a Committee Name

The Committee’s name will be changed from “SDC Steering Committee” to the “CTS Advisory Council”.

SDC Procurement Update

Dan Mercer, CTS, provided an overview of the SDC/OB-2 Migration and Private Cloud Procurement.

- Business Plan Update** Dan Mercer (CTS) provided an update on the Business Plan. OCIO staff and CTS staff are meeting twice a week to complete work on defining the model and updating numbers. The OCIO is taking the lead in developing financial analysis model.
- Other Business: Co Chair** Grant Rodeheaver (DOT) was nominated and accepted his appointment as the new Co-Chair of the CTS Advisory Council replacing Rob St. John (DSHS) effective immediately. The term will be for six months. Marcus Bailey (DOL) will be next Co-Chair after Grant Rodheaver's term has expired.
- CTS Mission Statement** A draft of CTS' Vision Mission and Values statement was shared with the Committee members. Feedback can be sent to Christy Ridout (CTS).
- Action Items**
- Christy Ridout (CTS) will update the Purpose Document with the Committee's suggestions and will add the process that will document the "minority opinion". The updated document will be an agenda topic at the next meeting.
 - A link to the Excipio plan will be sent to the Committee members.
- Next Meeting**
- November 2, 2011
Conference Center Room 2208
1500 Jefferson Street
Olympia, WA